



**OREGON
DEPARTMENT OF
AGRICULTURE**

Protect. Promote. Prosper.

Animal Health Program

635 Capitol St NE, Salem, OR 97301-2532

503.986.4680 | Oregon.gov/ODA

Livestock Auction Market License Application

\$1000 initial application processing fee.

\$100 per year, per location.

Application Type: ☐ New ☐ Renewal Expires June 30, _____

Business Name _____

Mailing Address _____ City, State, Zip _____

Location Address _____ City, State, Zip _____

Applicant Name _____

Email _____ Phone _____

Sale Manager's Name (if different) _____

Email _____ Phone _____

Prorated license fee: Licenses expire on June 30. If applying after September 30, the license fee is prorated at \$25 per quarter (3 months) or portion of a quarter remaining in the license year.

Late renewals may incur a late fee.

PAYMENT METHOD

For Check or Money Order payable to:

Oregon Department of Agriculture

PO Box 4395, Unit 17

Portland, OR 97208-4395

For Credit Card payment, mail or secure fax to:

Oregon Department of Agriculture

635 Capitol St NE

Salem, OR 97301-2532

Secure fax:

503-986-4746

All dishonored payments will incur a \$35 administrative fee (ORS 30.701).

For Visa, MasterCard, American Express, or Discover charges, complete the following:

Cardholder Name _____ Phone _____

Billing Address _____ City/State _____ Zip _____

Email or fax receipt available for credit card payments *only*. Email address or Fax# _____

Signature _____ Total Charges \$ _____

Card Number _____ Exp. Date ____/____

Do not email credit card information! Use secure fax or regular mail.

Required attachments:

- If a partnership, corporation or other organization will have proprietary or membership interest in the application, attach the names and addresses of all such partners, shareholders, officers, principals, or other persons.
- Legal description of the proposed premises
- Pictures and scale plans of existing facilities. For proposed new or remodeled facilities, include plans, blueprints and specifications, and photos of any completed work at time of application.
- Statement describing the general boundaries of the trade area proposed to be served, services proposed to be rendered, and the benefits to be derived by the livestock industry and public within that trade area.
- Anticipated source, type, and quantity of livestock to be handled by the proposed market
- Licensee's bond (see ORS 599.245)

